

**April 26, 2013**

Dear Title III/EL Coordinators/Directors

We have enjoyed another year of collaboration with you and our partners: the Intermediate School Districts, Institutions of Higher Education, Great Lakes Comprehensive Center, and community based organizations. As we reflect upon our service to the local programs, we celebrate our accomplishments in moving our students toward higher quality of services. At the same time, we are gearing up toward addressing the challenges that lie ahead as we embark upon the implementation of the WIDA and common core standards and assessments.

Here are some updates and opportunities for further learning we are providing now and during the 2013/14 school year:

**Teacher Preparation:** In an attempt to build local capacity and improve teacher preparation in meeting the linguistic and academic needs of English learners, our Title III program at the Office of Field Services is sponsoring four-day SIOP workshops in collaboration with Great Lakes Comprehensive Center, the Intermediate School Districts, and the Center for Applied Linguistics. The workshops will take place this summer at the following locations:

Wayne Regional Educational Agency (WRESA): July 30- August 2

Van Buren Intermediate School District: July 23-26

Genesee Intermediate School District: July 15-18

Additional two-day trainings will be provided by Traverse City Area Public Schools on June 17 & 18; June 20 & 21. Space is limited to local staff. Contact the Program Director, Beth Still at [StillBe@tcaps.net](mailto:StillBe@tcaps.net)

The flyer is attached with registration information and registration link. *There is no registration fee* and our office will secure copies of the handouts for participants. We urge you to send a team of classroom teachers, coaches, bilingual/ESL resource teachers, and administrators who work with English Learners. Due to budget constraints, participants will have time for lunch on their own.

**Bilingual Teachers:** Several districts have been implementing bilingual (two-way and dual language) programs and inquiring about the availability of bilingual teachers, especially Spanish/English and Arabic/English. We are seeking your input as to whether you would hire bilingually endorsed teachers if they were available. Please drop a note to Maria at [silvam@michigan.gov](mailto:silvam@michigan.gov) if your response is positive.

**Data Quality:** We found out that several districts have used code 16 "no services offered" under LEP Instructional Programs on MSDS LEP screens for students who are still eligible for EL services. Please note this is a violation of students' civil rights to receive bilingual/ESL services that ensure equitable access to proper educational services that accelerate language development and achievement of state content standards. If it is a data entry error, please make corrections on MSDS *before* the end of year collection. Let me know if you have questions or need clarifications. We are sending these data files with students' UICs to such districts, if applicable.

End of year is approaching. Remember to identify your ELs who are eligible to exit due to proficiency and work with your district's MSDS personnel to exit eligible students by the CEPI's deadline, and verify that your data file has been uploaded to MSDS successfully.

**Workshops on the World Class Instructional Design and Assessment (WIDA):** We have provided a three-day Train the Trainer workshop on WIDA standards on March 26-28 and will provide a second TOT on August 20-22. Over 45 ISD bilingual/ESL Consultants and local SIOP/BEW trainers and MDE Title III team participated in the March training and these trainers will provide workshops during the next months and throughout the 2013/14 school year. Workshops will be offered at the ISDs and local districts. For information, contact your local ISD bilingual/ESL Consultants:

Tonda Boothby, Van Buren ISD - [Tboothby@vbisd.org](mailto:Tboothby@vbisd.org)

Casey Gordon, Kent ISD- [caseygordon@kentisd.org](mailto:caseygordon@kentisd.org)

Su McKeithen Polish, Macomb ISD - [smpolish@misd.net](mailto:smpolish@misd.net)

Jackie Moase-Burke at Oakland ISD [Jackie.MoaseBurke@oakland.k12.mi.us](mailto:Jackie.MoaseBurke@oakland.k12.mi.us)

Lena Montgomery at [WRESA-MontgoL@resa.net](mailto:WRESA-MontgoL@resa.net)

Sara Rainwater, GISD - [srainwat@geneseeisid.org](mailto:srainwat@geneseeisid.org)

MDE will conduct another round of Train the trainer on August 20-22. Priority is given to ISD members and SIOP/BEW trainers. If you don't have a nearby ISD that provides such training, contact us at: [OFSspecialpops@michigan.gov](mailto:OFSspecialpops@michigan.gov) for upcoming local and statewide WIDA trainings.

**DIP and Title III Plan on ASSIST:** Recently, questions have been raised on how a school might address gaps in student achievement for various sub groups. The ASSIST SIP does not specifically allow for this to be addressed in the body of the SIP. Rather it is addressed in the School Data Analysis Diagnostic. The SDA can serve as a guide to determine a school's/district's strengths, challenges, and directions for improvement based on an analysis of data and responses to a series of data related questions. This data collection and analysis process includes the identification of content area achievement gaps and reflections on causation. In the School Data Analysis Diagnostic, please note that questions related to gaps and causes for a gap are marked with an asterisk (\*). This diagnostic represents the various types of student data that should be continuously collected, reviewed, and analyzed in conjunction with other local school data.

**Supplement, not Supplant:** As of 2013/2014 school year and In order to meet the supplement, not supplant Federal ESEA requirements as well as Lau v. Nichols, Title VI of the Civil Rights Act of 1964, each district must submit to MDE a description of the Alternative Language Program provided to English Learners along with the Consolidated Application. Such description may be uploaded into MEGS+ at the link titled "Completed Template for Alternative Language Program Provided to English Learners".

The Alternative Language program template is located at this link:

[http://www.michigan.gov/mde/0,1607,7-140-6530\\_30334\\_40078---,00.html](http://www.michigan.gov/mde/0,1607,7-140-6530_30334_40078---,00.html)

**Parent Engagement:** The MDE Parent Engagement Toolkit is posted at the website [www.michigan.gov/mde](http://www.michigan.gov/mde) then click on 'parents and family' (the blue section on the left side). The Toolkit has been updated with additional resources for parents and educators. We encourage you to use it at parent meeting where you can review a particular section with parents such as "learning in the early years" "applying for college," or "common core/career and college

ready standards.” The section for educators has many helpful sections with tips, research summaries and links to other useful information.

**Title III Directors’ meeting/Special Populations Conference:**

Our annual conference and directors’ meeting will take place on September 23-24 at the Kellogg Conference Center and Hotel in East Lansing. Please mark your calendar and plan to attend the Title III Directors’ meeting to obtain necessary updates, guidance as well as network with colleagues and friends. Registration is only \$25.00 (twenty five) to assist in covering meals due to budget cuts- it is an allowable expense from your Title III/other federal grant budget. We are providing several sessions on best practices, a strand for parents, Title III, 31a, homeless education, migrant education and neglected/delinquent. We encourage you to bring parents, teachers, coaches, paraprofessionals and resource teachers. Our topics for the Title III strand were selected based on your input sought via the survey we sent in January, 2013. We will include the following topics:

WIDA standards  
MSDS-related processes and timelines  
Identification and placement of ELs  
Title III Plan and application: knots and bolts  
Working with Private Schools  
Onsite visits: what have we learned?  
Program Evaluation & improvement  
Teacher quality- what and how?

**Please send us an email if you have other suggestions.**

Maria Silva and I are available to support your efforts in meeting the academic challenges you face and celebrate your successes with you! Happy spring!

Sincerely,  
*Shereen Tabrizi*

Shereen Tabrizi, Ph.D.  
Special Populations Unit Manager & Title III Director  
Office of Field Services  
Michigan Department of Education